

RELEASE 12/12/2023

ITEM NUMBER: 18.1

CONFIDENTIAL REPORT NO: 67/08

26 FEBRUARY 2008

Pursuant to Section 83 (5) of the Local Government Act 1999 the Report attached to this agenda and the accompanying documentation is delivered to the Council Members upon the basis that the Council consider the Report and the documents in confidence under Part 3 of the Act, specifically on the basis that Council will receive, discuss or consider:

- **commercial information of a confidential nature (not being a trade secret) the disclosure of which:**
 - (i) **could reasonably be expected to prejudice the commercial position of the person who supplied the information, or to confer a commercial advantage on a third party, and**
 - (ii) **would, on balance, be contrary to the public interest.**

Confidentiality of this document will remain until the resolution is reviewed on or before 31 December 2008 by the Council.

Confidential Reports may be handed back to Administration at the close of the Council meeting for confidential disposal.

**If Members choose not to return them, it is their responsibility to ensure
The items are secured or disposed of in a confidential manner.**

CONFIDENTIAL

REPORT TO: COUNCIL

DATE: 26 FEBRUARY 2008

SUBJECT: MINUTES OF THE SOUTHERN REGION WASTE RESOURCE AUTHORITY MEETING

STRATEGIC PLAN/
CORPORATE PLAN
OBJECTIVE/S: STRATEGIC PLAN: OBJECTIVE 2.3 - SUSTAINABLE ENVIRONMENT
STRATEGIC PLAN: OBJECTIVE 3.1 - FINANCIAL ACCOUNTABILITY

WRITTEN BY: CAROLA BREGENZER
PERSONAL ASSISTANT TO CHIEF EXECUTIVE OFFICER

EXECUTIVE SUMMARY

Attached is an information report arising from the meeting of the Southern Region Waste Resource Authority Board held on 4 February 2008.

Refer Attachment 1

RECOMMENDATION

That the SRWRA information report be received.

REPORT DETAILS**Background**

The Southern Region Waste Resource Authority ('SRWRA') is a regional subsidiary established by the cities of Onkaparinga, Marion and Holdfast Bay pursuant to Section 43 of the Local Government Act. The City of Holdfast Bay has a 15% ownership interest. SRWRA is responsible for providing and operating waste management services on behalf of its constituent councils, including the landfill operation at McLaren Vale.

Key Issues Discussion

The SRWRA Board is comprised of appointments made by each of the constituent councils and meets on a monthly basis.

The SRWRA Charter provides that:

- Meetings of the Board will not be conducted in a place open to the public;
- All documents present to, received at, or derived from a Board meeting will remain confidential and not available for public inspection unless the Board otherwise resolves; and
- Prior to the conclusion of each meeting of the Board, the board will identify which agendas items considered by the Board will be subject for an information report to the constituent councils.

Financial Sustainability Impact***Budget***

This report does not have any direct budget implications.

Full Life Cycle Costs

This report does not have any direct full life cycle cost implications.

Conclusion

The minutes of the SRWRA Board meeting held 4 February 2008 are presented to Council.



**ROB DONALDSON
CHIEF EXECUTIVE OFFICER**

Administration Trim Reference - B1657

MINUTES

SOUTHERN REGION WASTE RESOURCE AUTHORITY

BOARD MEETING

Held on

Monday 4th February, 2008

At

Integrated Waste Services (IWS)
Lot 254 Hines & Wingfield Roads, Wingfield

Board Room

The Meeting commenced at 5.11pm

This meeting of the Board was not conducted in a place open to the public (ref: Charter 2.5.17).

All documents presented to, received at or derived from the meeting will remain confidential and not available for public inspection unless the Board has otherwise resolved (ref: Charter 2.5.21).

1. PRESENT:

Mark Booth	-	Chairman
Terry Sutcliffe	-	Member
Bruce Williams	-	Member
Carol Bouwens	-	Member
Jeff Rittberger	-	Member
Mikki Bouchee	-	Member
Ian Walker	-	Member

IN ATTENDANCE:

Doreen Erwin	-	Deputy Member
Richard Peat	-	Deputy Member
Frank Verrall	-	Deputy Member
Jim Huckstepp	-	Deputy Member
Nick Brown	-	Executive Officer
Colin McArdle	-	Landfill Manager
Ruth Caudle	-	Senior Admin/Finance Officer
Joe Borrelli	-	Invited Guest (until 5.40pm)

2. APOLOGIES:

Nil.

3. **FORMAL PRESENTATION BY JOE BORRELLI (CEO) – INTEGRATED WASTE SERVICES**

Joe Borrelli, Chief Executive Officer of Integrated Waste Services (IWS) gave an informative presentation to SRWRA Board Members and staff, highlighting their operations at Wingfield and Dublin.

Joe Borrelli (IWS) departed meeting at 5.40pm.

4. **MINUTES OF MEETING**

Moved: Jim Huckstepp

Seconded: Carol Bouwens

That the minutes of the Ordinary Meeting held on Monday 3rd December 2007 be confirmed as a true and accurate record.

CARRIED

5. **ITEMS OF BUSINESS**

5.1 **Action Reports**

5.1.1 **Business Plan Review**

Moved: Jeff Rittberger

Seconded: Ian Walker

1. That the Business Plan 2006-2009 report be noted.
2. That the minutes, reports and attachments relating to Report No. 1/08 will remain confidential.
3. That the minutes, reports and attachments relating to Report No. 1/08 will be the subject of an information report to Constituent Councils.

CARRIED

5.1.2 **Policy Reviews**

Moved: Mikki Bouchee

Seconded: Bruce Williams

1. That the following SRWRA Policies be adopted for a further 12 months:
 - Employee Performance & Behaviour
 - Jury Service
 - Leave Without Pay
 - Long Service Leave – *(as amended)*
 - Performance Appraisal
 - Probationary
2. That the minutes, reports and attachments relating to Report No. 2/08 will be made available to the public.
3. That the minutes, reports and attachments relating to Report No. 2/08 will not be the subject of an information report to Constituent Councils.

CARRIED

5.1.3 Draft Key Performance Indicators

Moved: Bruce Williams

Seconded: Carol Bouwens

1. That SRWRA develop a Stakeholders Engagement Policy.
2. That the Chairman and Deputy Chairman finalise individual KPI's for the Executive Officer and the Landfill Manager before the next Board Meeting. Input from Board Members welcome.
3. That the minutes and reports relating to Report No. 3/08 will be available to the public.
4. That the minutes and reports relating to Report No. 3/08 will be the subject of an information report to Constituent Councils.

CARRIED**5.1.4 Landfill Compactor**

Moved: Mikki Bouchee

Seconded: Terry Sutcliffe

1. That SRWRA confirms the alteration of the delivery time to six months plus 3 weeks shipping and 3 weeks assembly for the purchase of a new Komatsu WF550T-3 landfill compactor.
2. That SRWRA confirms that Komatsu does not enter into penalties for late delivery however Komatsu will hold the trade in price subject to re-evaluation and assuming fair wear and tear. Komatsu will discount all parts required for the existing compactor until delivery of the new unit.
3. That the minutes and reports relating to Report No. 4/08 will remain confidential.
4. That the minutes and reports relating to Report No. 4/08 will not be the subject of an information report to Constituent Councils.

CARRIED**5.1.5 SRWRA Charter Review**

Moved: Jeff Rittberger

Seconded: Ian Walker

1. That the SRWRA Charter Review Report be received.
2. That SRWRA sets a date (3/3/08) for a workshop to consider the review of the Charter.
3. That the minutes, reports and attachments relating to Report No. 5/08 will be made available to the public.
4. That the minutes, reports and attachments relating to Report No. 5/08 will be the subject of an information report to Constituent Councils.

CARRIED

Jim Huckstepp advised he would be an apology for the workshop.

5.1.6 Safe Environment Policy

Moved: Mikki Bouchee

Seconded: Terry Sutcliffe

1. That SRWRA adopts the Safe Environment Policy as amended.
2. That SRWRA adopts the amended Code of Conduct Employees.
3. That the minutes, reports and attachments relating to Report No. 6/08 will be available to the public.
4. That the minutes, reports and attachments relating to Report No. 6/08 will be the subject of an information report to Constituent Councils.

CARRIED

5.1.7 District Council of Yankalilla Contract

Moved: Terry Sutcliffe

Seconded: Bruce Williams

1. That SRWRA approves a short term contract until October 2008 with the District Council of Yankalilla for the disposal of waste:
 - based on the current pricing under the Solo contract.
 - require a condition in the short term contract that should they become part of a new Regional Subsidiary that the contract can be broken prior to October 2008.
2. That SRWRA approves the affixing of the Common Seal to the contract and for the Chairman and Executive Officer to sign the contract.
3. That the minutes and reports relating to Report No. 7/08 will remain confidential.
4. That the minutes and reports relating to Report No. 7/08 will be the subject of an information report to Constituent Councils.

CARRIED

5.1.8 City of Onkaparinga Mattress Disposal Charges

Doreen Erwin and Richard Peat declared an interest as Elected Members of City of Onkaparinga.

Terry Sutcliffe and Bruce Williams declared an interest as employees of City of Onkaparinga.

Moved: Carol Bouwens

Seconded: Mikki Bouchee

1. That SRWRA advise the City of Onkaparinga that the mattress charge will remain.
2. That the minutes, reports and attachments relating to Report No. 8/08 will be available to the public.
3. That the minutes, reports and attachments relating to Report No. 8/08 will be the subject of an information report to Constituent Councils.

CARRIED

5.1.9 Adjoining Landowners

Carol Bouwens and Mikki Bouchee advised they would be an apology for the adjoining Landowners meeting.

Moved: Mikki Bouchee

Seconded: Terry Sutcliffe

1. That the Adjoining Landowners report be received.
2. That SRWRA advise the adjoining landowners that compensation will not be paid for short term adverse impacts arising from the relocation of waste from Cell 2, but undertakes to continue to engage with residents regarding the site operations and minimising of potential impacts.
3. That the minutes, reports and attachments relating to Report No. 9/08 will be available to the public.
4. That the minutes, reports and attachments relating to Report No. 9/08 will be the subject of an information report to Constituent Councils.

CARRIED

5.1.10 OHS&W & Injury Management Plan

Moved: Jeff Rittberger

Seconded: Bruce Williams

1. That SRWRA adopts the OHS&W & Injury Management Plan as amended.
2. That Administration investigates the requirements of an OHS&W representative.
3. That Administration include a permanent item on OHS&W in the Board agenda.
4. That the minutes, reports and attachments relating to Report No. 10/08 will be available to the public.
5. That the minutes, reports and attachments relating to Report No. 10/08 will be the subject of an information report to Constituent Councils.

CARRIED

5.1.11 SRWRA Landfill Volume & Price Assumption Review

Moved: Carol Bouwens

Seconded: Terry Sutcliffe

1. That SRWRA accepts the findings of the RawTec SRWRA Landfill Volume & Price Assumption Review report and instructs Dean Newbery & Partners to re-run the long term financial projections and business valuation using the base case A (likely scenario) volumes and pricing from the RawTec report.
2. That the minutes, reports and attachments relating to Report No. 11/08 will remain confidential.
3. That the minutes, reports and attachments relating to Report No. 11/08 will be the subject of an information report to Constituent Councils.

CARRIED

5.1.12 Draft Integrated Litter Management Plan

Moved: Terry Sutcliffe

Seconded: Bruce Williams

1. That SRWRA confirms the appointment of Water + Waste Innovations to prepare a draft Integrated Litter Management Plan at a cost of \$7,600 plus GST, noting and approving the rationale for variation from the Contracts and Tenders Policy in this instance.
2. That SRWRA endorses the draft Integrated Litter Management Plan with a final Plan to be considered after consultation with the landfill adjoining landowners.
3. That the Board determine if the minutes, reports and attachments relating to Report No. 12/08 will be available to the public.
4. That the minutes, reports and attachments relating to Report No. 12/08 will be the subject of an information report to Constituent Councils.

CARRIED**5.1.13 Transfer Station Feasibility**

Terry Sutcliffe declared an interest due to employment with City of Onkaparinga which involves a role in development policy and development assessment.

Moved: Mikki Bouchee

Seconded: Bruce Williams

1. That the Tonkin Engineering final Transfer Station Feasibility report be received and explore the recommendations as part of the development of a strategic plan.
2. That the Board determine if the minutes, reports and attachments relating to Report No. 13/08 will remain confidential.
3. That the minutes, reports and attachments relating to Report No. 13/08 will be the subject of an information report to Constituent Councils.

CARRIED

Note: Executive Officer to contact EPA and Zero Waste regarding a proposed Gore System Trial.

Meeting adjourned for a short break 7.27pm

Meeting resumed 7.35pm

5.2 Administration Report**5.2.1 Administration Budget Review 2 – October to December 2007**

Moved: Jeff Rittberger

Seconded: Terry Sutcliffe

1. That the Administration Budget review 2 – October to December 2007 report including explanatory notes and attachments be received

2. That the Administration Budget Review 2 – October to December report incorporating the recommended amendments, including the additional amendment to Note 12, be adopted.
3. That the Revised Statutory Budget be adopted.
4. That the minutes, reports and attachments relating to Report No. 14/08 (noting that summaries only) will be available to the public.
5. That the minutes, reports and attachments relating to Report No. 14/08 will be the subject of an information report to Constituent Councils.

CARRIED

5.3 Landfill Operation Report
5.3.1 Landfill Manager Report

Moved: Mikki Bouchee

Seconded: Bruce Williams

1. That the Landfill Managers report including Business Overview, Development Approvals, Alternative Daily Covers, OHS&W, Cell 3 Construction, Plant Report, Liner Temperature Monitoring, Site Entrance and Competition be received.
2. That the Board to receive operating protocols concerning the construction of Cell 3 Stage 3 before the next landowners meeting.
3. That the minutes and reports relating to Report No. 15/08 will be available to the public.
4. That the minutes and reports relating to Report No. 15/08 will be the subject of an information report to Constituent Councils.

CARRIED

Note: Landfill Manager to approach Zero Waste for funding to install temperature monitoring system.

5.3.2 Landfill Budget Review 2 – October to December 07

Moved: Jeff Rittberger

Seconded: Terry Sutcliffe

1. That the Landfill Budget Review 2 – October to December report including explanatory notes and attachments be received.
2. That the Landfill Budget Review 2 – October to December report incorporating the recommended variations be adopted, noting that due to increased amortisation projections the landfill budget has moved from a surplus of \$203,111 to a deficit of \$290,784.
3. That the minutes, reports and attachments relating to Report No. 16/08 (noting that summaries only) will be available to the public.
4. That the minutes, reports and attachments relating to Report No. 16/08 will be the subject of an information report to Constituent Councils.

CARRIED

5.3.3 Consultancy Report

Moved: Terry Sutcliffe

Seconded: Bruce Williams

1. That the SRWRA Board confirm the appointment of Tonkin Consulting and Golder Associates to provide ongoing services for Engineering and Quality Assurance during cell construction at the landfill site, noting and approving the rationale for variation from the Contracts and Tenders Policy in this instance.
2. That the minutes and reports relating to Report No. 17/08 will be available to the public.
3. That the minutes and reports relating to Report No. 17/08 will not be the subject of an information report to Constituent Councils.

CARRIED**5.4 Information Report****5.4.1 Board Member Appointment**

Moved: Mikki Bouchee

Seconded: Carol Bouwens

1. That SRWRA confirms the appointment of Bruce Williams to the Board and the appointment of Deputy Members with:
 - Councillor Doreen Erwin, as deputy to Terry Sutcliffe
 - Councillor Richard Peat, as deputy to Bruce Williams
2. That the minutes, reports and attachments relating to Report No. 18/08 will be available to the public.
3. That the minutes, reports and attachments relating to Report No. 18/08 will be the subject of an information report to Constituent Councils.

CARRIED**5.4.2 General Information Report**

Moved: Jeff Rittberger

Seconded: Terry Sutcliffe

1. That the General Information Report be received.
2. That the minutes, reports and attachments relating to Report No. 19/08 will be available to the public.
3. That the minutes, reports and attachments relating to Report No. 19/08 will be the subject of an information report to Constituent Councils.

CARRIED**6. OTHER BUSINESS**

Mikki Bouchee put in an apology for the April Board Meeting.

Carol Bouwens requested more information about the ACAAP Trial.

The Executive Officer advised the Board that Glen (Economic Development), City of Onkaparinga had approached him re using part of the landfill site for a training area for heavy equipment. Further discussions will be held.

Executive Officer tabled an example of a "name badge" and advised the cost. Board Members decided that Administration could internally prepare new name tags for all Board Members.

- 7. **NEXT MEETING.**
Monday 3rd March 2008

- 8. **CLOSURE**
Meeting Closed 8.13pm

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Chairperson		
Date:	/	/